

Department of Administrative Services  
FY 2006 Financial Summary  
MARCH 2006 - FY06

*updated  
5/15/06  
& Sent to  
Members*

	Total Revenue	Total Expenses	Net
Fund 0001 Organization 5310 DESIGN & CONSTRUCTION	\$602,072	\$595,872	\$6,200
Fund 0660 Organization 5630 PURCHASING OPERATIONS	\$1,045,549	\$964,271	\$81,278
Fund 0660 Organization 5621 DAS / GSE BLANKET BOND OPERATIONS	\$66,202	\$65,669	\$533
Fund 0662 Organization 5710-20 FLEET MANAGEMENT	\$463,129	\$363,275	\$99,854
Fund 0663 Organization 5770 VEHICLE PURCHASE, REPLACEMENT, DISPOSAL	\$6,914,393	\$5,214,788	\$1,699,605
Fund 0665 Organization 5790 RISK - SELF INSURANCE PROGRAM	\$626,479	\$827,573	-\$201,094
Fund 670 Organization A670 MAIL SERVICES	\$790,706	\$665,654	\$125,052
Fund 674 - Association Fund ASSOCIATION ROLL UP CCM UTILITY - SPACE MGMT - OPERATIONS - ANKENY LAB	\$3,534,392	\$3,295,517	\$238,875

Fund 674 Organization J674 MARKETPLACE	\$356,110	\$267,948	\$88,162
Fund 0664 Organization 5780 MOTOR POOL	\$987,063	\$870,559	\$116,503
Fund 662 Organization 5710-23 STATE GARAGE	\$562,012	\$463,006	\$99,006

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Fund 674 Organization J674 MARKETPLACE	356,110	267,948	88,162
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FY2007 One Rate Summary for Association Fees

DEPARTMENT	FY2007		Difference
	FY2007 Cost	Modified Cost	
ADMINISTRATIVE SERVICES - GSE Total	\$178,088	\$212,724	\$34,636
IOWA COMMUNICATIONS NETWORK Total	\$25,571	\$28,506	\$2,935
BOARD OF PAROLE Total	\$37,761	\$40,600	\$2,839
BLIND COMMISSION Total	\$44,550	\$46,388	\$1,838
ADMINISTRATIVE SERVICES - ITE Total	\$190,147	\$191,677	\$1,531
PUBLIC HEALTH Total	\$438,689	\$440,128	\$1,439
CORRECTIONS Total	\$74,993	\$76,221	\$1,228
ELDER AFFAIRS Total	\$37,538	\$38,574	\$1,036
VACANT Total	\$6,026	\$6,970	\$945
VOCATIONAL REHABILITATION Total	\$193,963	\$194,576	\$614
EDUCATION Total	\$336,203	\$336,641	\$438
INSPECTIONS & APPEALS Total	\$190,752	\$190,923	\$171
UNIVERSITY OF IOWA Total	\$173,845	\$173,845	\$0
TRANSPORTATION Total	\$2,119	\$2,110	-\$9
ETHICS Total	\$11,001	\$10,953	-\$48
OFFICE OF DRUG CONTROL POLICY Total	\$17,129	\$17,054	-\$75
MANAGEMENT Total	\$17,460	\$17,383	-\$76
GOVERNOR'S OFFICE Total	\$20,967	\$20,875	-\$91
ADMINISTRATIVE SERVICES - SAE Total	\$22,543	\$22,444	-\$98
PERB Total	\$23,620	\$23,517	-\$103
CIVIL RIGHTS Total	\$26,577	\$26,461	-\$116
TREASURER Total	\$35,193	\$35,039	-\$153
ADMINISTRATIVE SERVICES - CENTRAL OFFICE Total	\$38,363	\$38,196	-\$167
EMERGENCY MANAGEMENT Total	\$42,558	\$42,373	-\$186
SECRETARY OF STATE Total	\$46,637	\$46,433	-\$203
HUMAN RIGHTS Total	\$53,234	\$53,002	-\$232
ADMINISTRATIVE SERVICES - HRE Total	\$58,191	\$57,937	-\$254
AUDITOR Total	\$70,979	\$70,670	-\$310
CULTURAL AFFAIRS Total	\$118,185	\$117,669	-\$515
PUBLIC SAFETY Total	\$564,396	\$563,660	-\$736
ATTORNEY GENERAL Total	\$185,708	\$184,899	-\$810
NATURAL RESOURCES Total	\$233,838	\$232,819	-\$1,020
HUMAN SERVICES Total	\$268,721	\$267,549	-\$1,172
REVENUE Total	\$274,289	\$273,093	-\$1,196
AGRICULTURE Total	\$275,667	\$274,465	-\$1,202
IOWA WORKFORCE DEVELOPMENT Total	\$421,467	\$419,629	-\$1,838
Grand Total	<b>\$4,756,966</b>	<b>\$4,796,005</b>	<b>\$39,039</b>

DEPARTMENT	RENTABLE SQ. FT.	FY2007 ASSIGNMENTS	FY2007 Rate	FY2007 Cost	FY2007 Modified Rate	FY2007 Modified Cost	Difference
ADMINISTRATIVE SERVICES - GSE	165	OFFICE	\$3.44	\$567	\$3.425	\$565	-\$2
ADMINISTRATIVE SERVICES - GSE	198	OFFICE	\$3.44	\$681	\$3.425	\$678	-\$3
ADMINISTRATIVE SERVICES - GSE	223	OFFICE	\$3.44	\$767	\$3.425	\$764	-\$3
ADMINISTRATIVE SERVICES - GSE	396	OFFICE	\$3.44	\$1,362	\$3.425	\$1,356	-\$6
ADMINISTRATIVE SERVICES - GSE	443	OFFICE	\$3.44	\$1,523	\$3.425	\$1,516	-\$7
ADMINISTRATIVE SERVICES - GSE	492	OFFICE	\$3.44	\$1,692	\$3.425	\$1,685	-\$7
ADMINISTRATIVE SERVICES - GSE	564	OFFICE	\$3.44	\$1,941	\$3.425	\$1,933	-\$8
ADMINISTRATIVE SERVICES - GSE	607	OFFICE	\$3.44	\$2,087	\$3.425	\$2,077	-\$9
ADMINISTRATIVE SERVICES - GSE	967	OFFICE	\$3.44	\$3,327	\$3.425	\$3,313	-\$15
ADMINISTRATIVE SERVICES - GSE	1,664	OFFICE	\$3.44	\$5,725	\$3.425	\$5,700	-\$25
ADMINISTRATIVE SERVICES - GSE	2,481	OFFICE	\$3.44	\$8,533	\$3.425	\$8,496	-\$37
ADMINISTRATIVE SERVICES - GSE	2,616	OFFICE	\$3.44	\$8,998	\$3.425	\$8,959	-\$39
ADMINISTRATIVE SERVICES - GSE	2,791	OFFICE	\$3.44	\$9,601	\$3.425	\$9,559	-\$42
ADMINISTRATIVE SERVICES - GSE	5,065	OFFICE	\$3.44	\$17,424	\$3.425	\$17,348	-\$76
ADMINISTRATIVE SERVICES - GSE	5,127	OFFICE	\$3.44	\$17,635	\$3.425	\$17,558	-\$77
ADMINISTRATIVE SERVICES - GSE	224	STORAGE <1000	\$3.44	\$771	\$3.425	\$767	-\$3
ADMINISTRATIVE SERVICES - GSE	249	STORAGE <1000	\$3.44	\$858	\$3.425	\$854	-\$4
ADMINISTRATIVE SERVICES - GSE	1,193	STORAGE >1000	\$2.50	\$2,984	\$3.425	\$4,088	\$1,104
ADMINISTRATIVE SERVICES - GSE	2,251	STORAGE >1000	\$2.50	\$5,627	\$3.425	\$7,710	\$2,082
ADMINISTRATIVE SERVICES - GSE	2,793	STORAGE >1000	\$2.50	\$6,982	\$3.425	\$9,566	\$2,583
ADMINISTRATIVE SERVICES - GSE	5,149	STORAGE >1000	\$2.50	\$12,873	\$3.425	\$17,636	\$4,763
ADMINISTRATIVE SERVICES - GSE	10,456	STORAGE >1000	\$2.50	\$26,140	\$3.425	\$35,812	\$9,672
ADMINISTRATIVE SERVICES - GSE	15,995	STORAGE >1000	\$2.50	\$39,989	\$3.425	\$54,784	\$14,796
<b>ADMINISTRATIVE SERVICES - GSE Total</b>				<b>\$178,088</b>		<b>\$212,724</b>	<b>\$34,636</b>
IOWA COMMUNICATIONS NETWORK	243	OFFICE	\$3.44	\$835	\$3.425	\$831	-\$4
IOWA COMMUNICATIONS NETWORK	4,825	OFFICE	\$3.44	\$16,599	\$3.425	\$16,527	-\$72
IOWA COMMUNICATIONS NETWORK	3,255	STORAGE >1000	\$2.50	\$8,138	\$3.425	\$11,148	\$3,011
<b>IOWA COMMUNICATIONS NETWORK Total</b>				<b>\$25,571</b>		<b>\$28,506</b>	<b>\$2,935</b>
BOARD OF PAROLE	8,645	OFFICE	\$3.44	\$29,737	\$3.425	\$29,607	-\$130
BOARD OF PAROLE	3,210	STORAGE >1000	\$2.50	\$8,024	\$3.425	\$10,993	\$2,969
<b>BOARD OF PAROLE Total</b>				<b>\$37,761</b>		<b>\$40,600</b>	<b>\$2,839</b>
BLIND COMMISSION	63	OFFICE	\$3.44	\$217	\$3.425	\$216	-\$1
BLIND COMMISSION	112	OFFICE	\$3.44	\$385	\$3.425	\$384	-\$2
BLIND COMMISSION	192	OFFICE	\$3.44	\$661	\$3.425	\$658	-\$3
BLIND COMMISSION	192	OFFICE	\$3.44	\$661	\$3.425	\$658	-\$3
BLIND COMMISSION	192	OFFICE	\$3.44	\$661	\$3.425	\$658	-\$3
BLIND COMMISSION	192	OFFICE	\$3.44	\$661	\$3.425	\$658	-\$3
BLIND COMMISSION	192	OFFICE	\$3.44	\$661	\$3.425	\$658	-\$3
BLIND COMMISSION	195	OFFICE	\$3.44	\$672	\$3.425	\$669	-\$3
BLIND COMMISSION	195	OFFICE	\$3.44	\$672	\$3.425	\$669	-\$3
BLIND COMMISSION	195	OFFICE	\$3.44	\$672	\$3.425	\$669	-\$3
BLIND COMMISSION	224	OFFICE	\$3.44	\$770	\$3.425	\$767	-\$3

DEPARTMENT	RENTABLE SQ. FT.	FY2007 ASSIGNMENTS	FY2007 Rate	FY2007 Cost	FY2007 Modified Rate	FY2007 Modified Cost	Difference
BLIND COMMISSION	224	OFFICE	\$3.44	\$771	\$3.425	\$767	-\$3
BLIND COMMISSION	254	OFFICE	\$3.44	\$873	\$3.425	\$869	-\$4
BLIND COMMISSION	307	OFFICE	\$3.44	\$1,055	\$3.425	\$1,050	-\$5
BLIND COMMISSION	369	OFFICE	\$3.44	\$1,269	\$3.425	\$1,264	-\$6
BLIND COMMISSION	916	OFFICE	\$3.44	\$3,150	\$3.425	\$3,136	-\$14
BLIND COMMISSION	1,083	OFFICE	\$3.44	\$3,724	\$3.425	\$3,708	-\$16
BLIND COMMISSION	1,411	OFFICE	\$3.44	\$4,854	\$3.425	\$4,833	-\$21
BLIND COMMISSION	4,865	OFFICE	\$3.44	\$16,735	\$3.425	\$16,662	-\$73
BLIND COMMISSION	2,172	STORAGE >1000	\$2.50	\$5,429	\$3.425	\$7,438	\$2,009
<b>BLIND COMMISSION Total</b>				<b>\$44,550</b>		<b>\$46,388</b>	<b>\$1,838</b>
ADMINISTRATIVE SERVICES - ITE	216	OFFICE	\$3.44	\$743	\$3.425	\$740	-\$3
ADMINISTRATIVE SERVICES - ITE	492	OFFICE	\$3.44	\$1,692	\$3.425	\$1,685	-\$7
ADMINISTRATIVE SERVICES - ITE	522	OFFICE	\$3.44	\$1,796	\$3.425	\$1,788	-\$8
ADMINISTRATIVE SERVICES - ITE	1,624	OFFICE	\$3.44	\$5,585	\$3.425	\$5,561	-\$24
ADMINISTRATIVE SERVICES - ITE	14,446	OFFICE	\$3.44	\$49,696	\$3.425	\$49,479	-\$217
ADMINISTRATIVE SERVICES - ITE	36,143	OFFICE	\$3.44	\$124,332	\$3.425	\$123,790	-\$542
ADMINISTRATIVE SERVICES - ITE	1,247	STORAGE >1000	\$2.50	\$3,117	\$3.425	\$4,271	\$1,153
ADMINISTRATIVE SERVICES - ITE	1,274	STORAGE >1000	\$2.50	\$3,186	\$3.425	\$4,365	\$1,179
<b>ADMINISTRATIVE SERVICES - ITE Total</b>				<b>\$190,147</b>		<b>\$191,677</b>	<b>\$1,531</b>
PUBLIC HEALTH	32,182	LAB	\$5.57	\$179,252	\$5.57	\$179,252	\$0
PUBLIC HEALTH	1,865	OFFICE	\$3.44	\$6,414	\$3.425	\$6,387	-\$28
PUBLIC HEALTH	4,641	OFFICE	\$3.44	\$15,966	\$3.425	\$15,896	-\$70
PUBLIC HEALTH	13,740	OFFICE	\$3.44	\$47,265	\$3.425	\$47,059	-\$206
PUBLIC HEALTH	18,445	OFFICE	\$3.44	\$63,451	\$3.425	\$63,174	-\$277
PUBLIC HEALTH	34,248	OFFICE	\$3.44	\$117,815	\$3.425	\$117,301	-\$514
PUBLIC HEALTH	483	STORAGE <1000	\$3.44	\$1,660	\$3.425	\$1,653	-\$7
PUBLIC HEALTH	2,747	STORAGE >1000	\$2.50	\$6,866	\$3.425	\$9,407	\$2,541
<b>PUBLIC HEALTH Total</b>				<b>\$438,689</b>		<b>\$440,128</b>	<b>\$1,439</b>
CORRECTIONS	153	OFFICE	\$3.44	\$526	\$3.425	\$524	-\$2
CORRECTIONS	7,903	OFFICE	\$3.44	\$27,187	\$3.425	\$27,068	-\$119
CORRECTIONS	12,537	OFFICE	\$3.44	\$43,126	\$3.425	\$42,938	-\$188
CORRECTIONS	1,662	STORAGE >1000	\$2.50	\$4,154	\$3.425	\$5,691	\$1,537
<b>CORRECTIONS Total</b>				<b>\$74,993</b>		<b>\$76,221</b>	<b>\$1,228</b>
ELDER AFFAIRS	9,981	OFFICE	\$3.44	\$34,335	\$3.425	\$34,185	-\$150
ELDER AFFAIRS	1,281	STORAGE >1000	\$2.50	\$3,204	\$3.425	\$4,389	\$1,185
<b>ELDER AFFAIRS Total</b>				<b>\$37,538</b>		<b>\$38,574</b>	<b>\$1,036</b>
VACANT	998	OFFICE	\$3.44	\$3,432	\$3.425	\$3,417	-\$15
VACANT	1,037	STORAGE >1000	\$2.50	\$2,593	\$3.425	\$3,553	\$960
<b>VACANT Total</b>				<b>\$6,026</b>		<b>\$6,970</b>	<b>\$945</b>
VOCATIONAL REHABILITATION	578	OFFICE	\$3.44	\$1,990	\$3.425	\$1,981	-\$9
VOCATIONAL REHABILITATION	15,333	OFFICE	\$3.44	\$52,745	\$3.425	\$52,515	-\$230

DEPARTMENT	RENTABLE SQ. FT.	FY2007 ASSIGNMENTS	FY2007		FY2007		Difference
			Rate	FY2007 Cost	Modified Rate	Modified Cost	
VOCATIONAL REHABILITATION	15,434	OFFICE	\$3.44	\$53,092	\$3.425	\$52,861	-\$232
VOCATIONAL REHABILITATION	23,080	OFFICE	\$3.44	\$79,394	\$3.425	\$79,047	-\$346
VOCATIONAL REHABILITATION	827	STORAGE <1000	\$3.44	\$2,844	\$3.425	\$2,832	-\$12
VOCATIONAL REHABILITATION	1,559	STORAGE >1000	\$2.50	\$3,898	\$3.425	\$5,341	\$1,442
<b>VOCATIONAL REHABILITATION Total</b>				<b>\$193,963</b>		<b>\$194,576</b>	<b>\$614</b>
EDUCATION	5,681	OFFICE	\$3.44	\$19,543	\$3.425	\$19,457	-\$85
EDUCATION	6,736	OFFICE	\$3.44	\$23,172	\$3.425	\$23,071	-\$101
EDUCATION	6,736	OFFICE	\$3.44	\$23,172	\$3.425	\$23,071	-\$101
EDUCATION	6,736	OFFICE	\$3.44	\$23,172	\$3.425	\$23,071	-\$101
EDUCATION	6,753	OFFICE	\$3.44	\$23,230	\$3.425	\$23,129	-\$101
EDUCATION	31,806	OFFICE	\$3.44	\$109,414	\$3.425	\$108,937	-\$477
EDUCATION	31,806	OFFICE	\$3.44	\$109,414	\$3.425	\$108,937	-\$477
EDUCATION	2,035	STORAGE >1000	\$2.50	\$5,086	\$3.425	\$6,968	\$1,882
<b>EDUCATION Total</b>				<b>\$336,203</b>		<b>\$336,641</b>	<b>\$438</b>
INSPECTIONS & APPEALS	20,426	OFFICE	\$3.44	\$70,264	\$3.425	\$69,958	-\$306
INSPECTIONS & APPEALS	34,111	OFFICE	\$3.44	\$117,341	\$3.425	\$116,829	-\$512
INSPECTIONS & APPEALS	136	STORAGE <1000	\$3.44	\$469	\$3.425	\$467	-\$2
INSPECTIONS & APPEALS	1,071	STORAGE >1000	\$2.50	\$2,678	\$3.425	\$3,669	\$991
<b>INSPECTIONS &amp; APPEALS Total</b>				<b>\$190,752</b>		<b>\$190,923</b>	<b>\$171</b>
UNIVERSITY OF IOWA	31,211	LAB	\$5.57	\$173,845	\$5.57	\$173,845	\$0
<b>UNIVERSITY OF IOWA Total</b>				<b>\$173,845</b>		<b>\$173,845</b>	<b>\$0</b>
TRANSPORTATION	616	OFFICE	\$3.44	\$2,119	\$3.425	\$2,110	-\$9
<b>TRANSPORTATION Total</b>				<b>\$2,119</b>		<b>\$2,110</b>	<b>-\$9</b>
ETHICS	2,990	OFFICE	\$3.44	\$10,286	\$3.425	\$10,241	-\$45
ETHICS	208	STORAGE <1000	\$3.44	\$716	\$3.425	\$712	-\$3
<b>ETHICS Total</b>				<b>\$11,001</b>		<b>\$10,953</b>	<b>-\$48</b>
OFFICE OF DRUG CONTROL POLICY	4,730	OFFICE	\$3.44	\$16,271	\$3.425	\$16,200	-\$71
OFFICE OF DRUG CONTROL POLICY	249	STORAGE <1000	\$3.44	\$858	\$3.425	\$854	-\$4
<b>OFFICE OF DRUG CONTROL POLICY Total</b>				<b>\$17,129</b>		<b>\$17,054</b>	<b>-\$75</b>
MANAGEMENT	906	OFFICE	\$3.44	\$3,118	\$3.425	\$3,105	-\$14
MANAGEMENT	4,169	OFFICE	\$3.44	\$14,341	\$3.425	\$14,279	-\$63
<b>MANAGEMENT Total</b>				<b>\$17,460</b>		<b>\$17,383</b>	<b>-\$76</b>
GOVERNOR'S OFFICE	6,095	OFFICE	\$3.44	\$20,967	\$3.425	\$20,875	-\$91
<b>GOVERNOR'S OFFICE Total</b>				<b>\$20,967</b>		<b>\$20,875</b>	<b>-\$91</b>
ADMINISTRATIVE SERVICES - SAE	6,553	OFFICE	\$3.44	\$22,543	\$3.425	\$22,444	-\$98
<b>ADMINISTRATIVE SERVICES - SAE Total</b>				<b>\$22,543</b>		<b>\$22,444</b>	<b>-\$98</b>
PERB	6,617	OFFICE	\$3.44	\$22,761	\$3.425	\$22,662	-\$99
PERB	250	STORAGE <1000	\$3.44	\$859	\$3.425	\$855	-\$4
<b>PERB Total</b>				<b>\$23,620</b>		<b>\$23,517</b>	<b>-\$103</b>
CIVIL RIGHTS	7,726	OFFICE	\$3.44	\$26,577	\$3.425	\$26,461	-\$116
<b>CIVIL RIGHTS Total</b>				<b>\$26,577</b>		<b>\$26,461</b>	<b>-\$116</b>

DEPARTMENT	RENTABLE SQ. FT.	FY2007 ASSIGNMENTS	FY2007 Rate	FY2007		
				FY2007 Cost	Modified Rate	Modified Cost
Difference						
TREASURER	2,664	OFFICE	\$3.44	\$9,164	\$3,425	\$9,124
TREASURER	6,893	OFFICE	\$3.44	\$23,712	\$3,425	\$23,609
TREASURER	673	STORAGE <1000	\$3.44	\$2,316	\$3,425	\$2,306
<b>TREASURER Total</b>				<b>\$35,193</b>		<b>\$35,039</b>
ADMINISTRATIVE SERVICES - CENTRAL OFFICE	564	OFFICE	\$3.44	\$1,941	\$3,425	\$1,933
ADMINISTRATIVE SERVICES - CENTRAL OFFICE	10,588	OFFICE	\$3.44	\$36,422	\$3,425	\$36,263
<b>ADMINISTRATIVE SERVICES - CENTRAL OFFICE Total</b>				<b>\$38,363</b>		<b>\$38,196</b>
EMERGENCY MANAGEMENT	11,659	OFFICE	\$3.44	\$40,106	\$3,425	\$39,931
EMERGENCY MANAGEMENT	713	STORAGE <1000	\$3.44	\$2,452	\$3,425	\$2,442
<b>EMERGENCY MANAGEMENT Total</b>				<b>\$42,558</b>		<b>\$42,373</b>
SECRETARY OF STATE	1,858	OFFICE	\$3.44	\$6,392	\$3,425	\$6,364
SECRETARY OF STATE	10,995	OFFICE	\$3.44	\$37,821	\$3,425	\$37,656
SECRETARY OF STATE	249	STORAGE <1000	\$3.44	\$858	\$3,425	\$854
SECRETARY OF STATE	455	STORAGE <1000	\$3.44	\$1,566	\$3,425	\$1,559
<b>SECRETARY OF STATE Total</b>				<b>\$46,637</b>		<b>\$46,433</b>
HUMAN RIGHTS	15,127	OFFICE	\$3.44	\$52,038	\$3,425	\$51,811
HUMAN RIGHTS	348	STORAGE <1000	\$3.44	\$1,196	\$3,425	\$1,190
<b>HUMAN RIGHTS Total</b>				<b>\$53,234</b>		<b>\$53,002</b>
ADMINISTRATIVE SERVICES - HRE	16,432	OFFICE	\$3.44	\$56,527	\$3,425	\$56,281
ADMINISTRATIVE SERVICES - HRE	484	STORAGE <1000	\$3.44	\$1,664	\$3,425	\$1,656
<b>ADMINISTRATIVE SERVICES - HRE Total</b>				<b>\$58,191</b>		<b>\$57,937</b>
AUDITOR	361	OFFICE	\$3.44	\$1,241	\$3,425	\$1,235
AUDITOR	2,587	OFFICE	\$3.44	\$8,899	\$3,425	\$8,860
AUDITOR	17,436	OFFICE	\$3.44	\$59,981	\$3,425	\$59,720
AUDITOR	249	STORAGE <1000	\$3.44	\$858	\$3,425	\$854
<b>AUDITOR Total</b>				<b>\$70,979</b>		<b>\$70,670</b>
CULTURAL AFFAIRS	0	OFFICE	\$3.44	\$0	\$3,425	\$0
CULTURAL AFFAIRS	262	OFFICE	\$3.44	\$901	\$3,425	\$897
CULTURAL AFFAIRS	5,239	OFFICE	\$3.44	\$18,022	\$3,425	\$17,944
CULTURAL AFFAIRS	5,509	OFFICE	\$3.44	\$18,951	\$3,425	\$18,868
CULTURAL AFFAIRS	23,346	OFFICE	\$3.44	\$80,310	\$3,425	\$79,960
<b>CULTURAL AFFAIRS Total</b>				<b>\$118,185</b>		<b>\$117,669</b>
PUBLIC SAFETY	35,190	LAB	\$5.57	\$196,007	\$5.57	\$196,007
PUBLIC SAFETY	35,825	LAB	\$5.57	\$199,546	\$5.57	\$199,546
PUBLIC SAFETY	703	OFFICE	\$3.44	\$2,419	\$3,425	\$2,409
PUBLIC SAFETY	1,537	OFFICE	\$3.44	\$5,287	\$3,425	\$5,264
PUBLIC SAFETY	2,434	OFFICE	\$3.44	\$8,374	\$3,425	\$8,338
PUBLIC SAFETY	15,123	OFFICE	\$3.44	\$52,023	\$3,425	\$51,796
PUBLIC SAFETY	27,991	OFFICE	\$3.44	\$96,288	\$3,425	\$95,868
PUBLIC SAFETY	416	STORAGE <1000	\$3.44	\$1,432	\$3,425	\$1,426
PUBLIC SAFETY	878	STORAGE <1000	\$3.44	\$3,020	\$3,425	\$3,007

DEPARTMENT	RENTABLE SQ. FT.	FY2007 ASSIGNMENTS	FY2007 Rate	FY2007		Difference
				Modified Rate	Modified Cost	
<b>PUBLIC SAFETY Total</b>				<b>\$564,396</b>	<b>\$563,660</b>	<b>-\$736</b>
ATTORNEY GENERAL	3,050	OFFICE	\$3.44	\$10,492	\$10,446	-\$46
ATTORNEY GENERAL	9,295	OFFICE	\$3.44	\$31,974	\$31,835	-\$139
ATTORNEY GENERAL	41,004	OFFICE	\$3.44	\$141,053	\$140,437	-\$615
ATTORNEY GENERAL	637	STORAGE <1000	\$3.44	\$2,190	\$2,180	-\$10
<b>ATTORNEY GENERAL Total</b>				<b>\$185,708</b>	<b>\$184,899</b>	<b>-\$810</b>
NATURAL RESOURCES	1,595	OFFICE	\$3.44	\$5,488	\$5,464	-\$24
NATURAL RESOURCES	31,021	OFFICE	\$3.44	\$106,714	\$106,248	-\$465
NATURAL RESOURCES	35,360	OFFICE	\$3.44	\$121,637	\$121,107	-\$530
<b>NATURAL RESOURCES Total</b>				<b>\$233,838</b>	<b>\$232,819</b>	<b>-\$1,020</b>
HUMAN SERVICES	2,751	OFFICE	\$3.44	\$9,463	\$9,422	-\$41
HUMAN SERVICES	34,362	OFFICE	\$3.44	\$118,205	\$117,690	-\$515
HUMAN SERVICES	41,004	OFFICE	\$3.44	\$141,053	\$140,437	-\$615
<b>HUMAN SERVICES Total</b>				<b>\$268,721</b>	<b>\$267,549</b>	<b>-\$1,172</b>
REVENUE	4,281	OFFICE	\$3.44	\$14,727	\$14,662	-\$64
REVENUE	34,451	OFFICE	\$3.44	\$118,510	\$117,993	-\$517
REVENUE	41,004	OFFICE	\$3.44	\$141,053	\$140,437	-\$615
<b>REVENUE Total</b>				<b>\$274,289</b>	<b>\$273,093</b>	<b>-\$1,196</b>
AGRICULTURE	8,328	LAB	\$3.44	\$28,647	\$28,522	-\$125
AGRICULTURE	33,221	LAB	\$3.44	\$114,280	\$113,781	-\$498
AGRICULTURE	403	OFFICE	\$3.44	\$1,388	\$1,382	-\$6
AGRICULTURE	15,464	OFFICE	\$3.44	\$53,195	\$52,963	-\$232
AGRICULTURE	22,720	OFFICE	\$3.44	\$78,157	\$77,816	-\$341
<b>AGRICULTURE Total</b>				<b>\$275,667</b>	<b>\$274,465</b>	<b>-\$1,202</b>
IOWA WORKFORCE DEVELOPMENT	8,074	OFFICE	\$3.44	\$27,774	\$27,653	-\$121
IOWA WORKFORCE DEVELOPMENT	9,498	OFFICE	\$3.44	\$32,673	\$32,530	-\$142
IOWA WORKFORCE DEVELOPMENT	11,897	OFFICE	\$3.44	\$40,924	\$40,746	-\$178
IOWA WORKFORCE DEVELOPMENT	11,897	OFFICE	\$3.44	\$40,924	\$40,746	-\$178
IOWA WORKFORCE DEVELOPMENT	17,788	OFFICE	\$3.44	\$61,190	\$60,923	-\$267
IOWA WORKFORCE DEVELOPMENT	19,744	OFFICE	\$3.44	\$67,919	\$67,623	-\$296
IOWA WORKFORCE DEVELOPMENT	19,744	OFFICE	\$3.44	\$67,919	\$67,623	-\$296
IOWA WORKFORCE DEVELOPMENT	22,935	OFFICE	\$3.44	\$78,896	\$78,552	-\$344
IOWA WORKFORCE DEVELOPMENT	437	STORAGE <1000	\$3.44	\$1,502	\$1,496	-\$7
IOWA WORKFORCE DEVELOPMENT	507	STORAGE <1000	\$3.44	\$1,745	\$1,737	-\$8
<b>IOWA WORKFORCE DEVELOPMENT Total</b>				<b>\$421,467</b>	<b>\$419,629</b>	<b>-\$1,838</b>
<b>Grand Total</b>				<b>\$4,756,966</b>	<b>\$4,796,005</b>	<b>\$39,039</b>



# **FY07 GSE Utility Budgets Summary Detail**

	<b>FY '06 Budget</b>	<b>5.5% Increase</b>	<b>7.5% Increase</b>	<b>2.0% Decrease</b>	<b>GSE Recommendation</b>
<b>1-Purchasing</b>	\$1,206,398	\$1,272,750	\$1,296,878	\$1,182,270	\$1,206,398
Difference		\$66,352	\$90,480	-\$24,128	
Difference			\$24,128		
<b>2-Blank. Bnd.</b>	\$47,081	\$49,670	\$50,612	\$46,139	\$45,000
Difference		\$2,589	\$3,531	-\$942	
Difference			\$942		
<b>Association</b>					
<b>3-Office</b>	\$3,467,304	\$3,658,006	\$3,727,352	\$3,397,958	\$3,397,958
Difference		\$190,702	\$260,048	-\$69,346	
Difference			\$69,346		
<b>4-Storage</b>	\$118,853	\$125,390	\$127,767	\$116,476	\$116,476
Difference		\$6,537	\$8,914	-\$2,377	
Difference			\$2,377		
<b>5-Ankeny Labs</b>	\$1,000,358	\$1,055,378	\$1,075,385	\$980,351	\$980,351
Difference		\$55,020	\$75,027	-\$20,007	
Difference			\$20,007		
<b>Leasing Support Fees</b>					
<b>6-SOG</b>	\$68,674	\$72,451	\$73,825	\$67,301	\$68,674
Difference		\$3,777	\$5,151	-\$1,373	
Difference			\$1,373		
<b>7-OSOG</b>	\$26,979	\$28,463	\$29,002	\$26,439	\$26,979
Difference		\$1,484	\$2,023	-\$540	
Difference			\$540		

# FY07 GSE Utility Budgets Summary Detail

<b>8-Design and Construction</b>	\$1,049,393	\$1,107,110	\$1,128,097	\$1,028,405
Difference		\$57,717	\$78,704	-\$20,988
Difference			\$20,988	

<b>9-Mail Services</b>	\$916,200	\$966,591	\$984,915	\$897,876
Difference		\$50,391	\$68,715	-\$18,324
Difference			\$18,324	

<b>10-Fleet Management</b>	\$618,331	\$652,339	\$664,706	\$605,964
Difference		\$34,008	\$46,375	-\$12,367
Difference			\$12,367	

<b>11-Fleet Self Insurance *</b>	\$1,035,056	\$1,091,984	\$1,112,685	\$1,014,355
Difference		\$56,928	\$77,629	-\$20,701
Difference			\$20,701	

**\$9,554,627**

**.78% Increase**

<b>12-Depreciation</b>	GSE is requesting that the Customer Council approve the same standardized rate formula for FY07 that was utilized for FY06, with the understanding that if the rate increases, GSE will seek Customer Council approval before implementation. If the rate remains the same or decreases, GSE will notify the Customer Council of the FY07 rate and additional Council rate approval action will not be required before implementation.			
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## FY07 GSE Utility Budgets Summary Detail

Difference between the FY'06 budget and the identified increase or decrease.

Difference between the 5.5% increase and the 7.5% increase.

\*This budget presumes that FY06 paid claims are no greater than those in FY05. If the projected FY06 paid claims amount (based upon 9 months of "paid" data) is greater than FY05, a waiver and FY07 rate adjustment may be necessary.

## **FY07 GSE Utility Rate Increment Worksheet**

**Utility Name: PURCHASING - 1**

### **A. FY06 Budget Only**

1. Amount = \$1,206,398, Rate/basis = Subscription fee based upon 1% fee received in FY '01, 02 and '03.
2. Services/Results
  - a. Improve the value of purchasing services provided to agencies.
  - b. Reduce the rate (subscription fee) our customers pay for our services.
3. Benefit

GSE Purchasing will be able to implement the following strategies to achieve results:

  - Enhance procurement skills of staff by providing training in spend analysis, negotiation, and procurement best practices.
  - Redesign existing procurement processes to make them more timely and efficient.
  - Work with a private sector consultant to analyze spending by state government and make recommendations about how to receive better price and value for goods and services purchased by Iowa government.
  - Provide more "service" contracting to state agencies. Service contracting is currently not managed as a utility by GSE Purchasing, but rather is offered as a marketplace service.
  - Develop partnerships and expand purchasing services to counties, cities, schools, and other governmental entities.
  - Aggressively seek rebates from vendors.
  - Communicate results to customers.

### **B. FY06 Budget Plus (+) 5.5% Increase**

A 5.5% increase is not necessary. By reducing other expenditures, GSE Purchasing will manage this budget without additional funding for salary adjustment & other expenses.

### **C. FY06 Budget Plus (+) 2.0% Increase Above "B"**

N/A

**D. FY06 Budget Less (-) 2.0% Decrease**

1. Amount = \$1,182,270, Rate/basis = Reduce subscription fee by 2.0%
2. Consequences/ Impact
  - a. Training would be reduced, resulting in GSE Purchasing not reaching the goal to improve the value of our service.
  - b. GSE Purchasing would need to curtail plans to expand services to political subdivisions resulting in fewer opportunities to increase revenue, thereby reducing rates for existing customers.

**GSE RECOMMENDATION/RATIONALE:**

**Budget Recommendation:**

Amount = \$1,206,398, Rate/basis = Continue current subscription fee based upon 1% fee received in FY '01, 02 and '03.

**Rationale for Recommendation:**

Adopt FY '06 budget as basis for FY '07 rate. GSE requests additional flexibility to aggressively seek rebates from vendors. If no rebates are achieved, customers will continue to pay the rate established. If the rebate program is successful, GSE will request a reduction in purchasing utility fees to the extent that vendor rebates become available to cover utility costs. Rebates would also be utilized to provide staff training and enhance the strategic sourcing initiative. GSE will provide quarterly reports to the Customer Council that summarize rebate results.

## **Basis for FY08 GSE Utility Rate Charges**

- 1. Purchasing – To be determined per GSE presentation.**
- 2. Blanket Bond – Pro-ration based upon the number of agency FTEs.**
- 3. Association (Office and Storage) – Pro-ration based upon the amount of square footage utilized (one rate).**
- 4. Ankeny Labs – Pro-ration based upon the amount of square footage utilized.**
- 5. Seat of Government Leasing – Square footage of leased space utilized.**
- 6. Outside Seat of Government Leasing – Billable hours.**
- 7. Design and Construction Project Management – Billable hours.**
- 8. Mail Services**
  - A. Base mail services – Volume based subscription fee.**
  - B. Metered mail services – Volume based subscription fee.**
  - C. Mail delivery services – Volume based subscription fee.**
- 9. Fleet Management – Pro-ration based upon the number of active vehicles per agency.**
- 10. Fleet Self Insurance (Risk) – Pro-ration based upon the number of active vehicles per agency.**
- 11. Depreciation – Number of active vehicles per agency not fully depreciated.**

**Date:** October 17, 2005

**To:** GSE Customer Council

**From:** Jim Chrisinger, Jennifer St. John, and Marcia Spangler

**Re: Purchasing Formula for FY08**

These issues are complicated and there are no easy answers. That said, our committee wrestled with the issues and offers the following options for discussion. With the wisdom of the entire Council and GSE partners adding to the mix, I'm confident we can come up with something to improve performance and accountability, and be workable for GSE.

The options below are not mutually exclusive. Some mix 'n match is possible.

**1. Raise the limit for agency purchases on their own to \$10,000**

This step would reduce DAS time commitments for smaller purchases and lead to increased rebate dollars as DAS focuses on larger purchases. This change should be accompanied by GSE training for agencies to ensure all agencies understand the rules and the process. The way such a change would affect payments to GSE would also need to be considered and resolved.

**2. Agencies pay a flat fee (subscription), by agency size**

This approach has the advantages of simplicity, stability, and predictability, especially for GSE. Federal guidelines would preclude basing this fee on FTEs, but it could be based on dollars, excluding personnel/payroll costs.

This approach encourages agencies to use GSE services, perhaps to a fault. It does not allow agencies flexibility in deciding how much service they want to buy, as opposed to do themselves.

GSE is working to reduce these fees by increasing rebate revenue and using that revenue to reduce rates.

**3. Differentiate large-scale, bulk buying from one-time, unique item purchases**

GSE adds the most value in the former and the least in the latter. Find ways, including through strategic sourcing, for GSE to be compensated for putting advantageous contracts in place for bulk buying, probably through a percentage charge. Eliminate loopholes so all contribute to these charges, thereby lowering the rate needed to support the activity.

Concerns by GSE about revenue predictability would need to be addressed.



# Customer Focus

*A service update newsletter for valued DAS customers*

VOLUME 3 ISSUE 3

MAY/JUNE 2006

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*Customer Focus* is a bi-monthly update for department management teams from the Department of Administrative Services. For more information, please visit our website at <http://das.iowa.gov/>.

Contact the editor at [Laura.Riordan@iowa.gov](mailto:Laura.Riordan@iowa.gov). We encourage your feedback.

## Purchasing Team saves the State big money

In our last *Customer Focus* issue we reported on the \$400,000 savings DAS-GSE was able to pass on to our customer agencies for the remainder of FY2006 through rate reductions. There are even more savings to report, however!

Beginning with your January bill you should have noticed a significant reduction in the purchasing utility fee charged to agencies. This change represents a \$300,000 reduction in the fee, and a 50 percent reduction in your bill for the balance of FY2006.



**The Purchasing Team was honored at DAS' Spring *Over the Top* recognition ceremony for going "above and beyond." From left to right are: Row 1 — Debbie O'Leary, Barbara Sullivan, Pam Dickey, Lois Schmitz, Sharon Downey; Row 2 — Paul Carlson, Nola Penland, Dave Kaili, Ashley Super, Ken Paulsen, Jim Chrisinger (IDOM—presenter), Randall Stapp, Doug Reed, and Jeanette Chupp.**

This fee reduction was made possible due to a number of factors, including: the aggressive pursuit of vendor rebates, the inclusion of purchases by political subdivisions in the rebate formula, and the ability of DAS Purchasing to hold the line on costs. Purchasing has not requested a fee increase

(Continued on page 3)

## eDAS wins awards, national recognition

The Iowa Department of Administrative Services has recently been recognized by two organizations for excellence in enhancing workplace performance and managing the business of state government. Both applications featured the eDAS online program for ordering DAS products and services.

At the April 3-5 Gartner Portals, Content & Collaboration Summit, DAS was one of three agencies nationwide awarded the High-Performance Workplace Excellence award.

The Iowa Department of Administrative Services received the Culture Change Award for effecting significant culture change using technology that dramatically improved their business.

(Continued on page 4)

## Rate-Setting Period — opportunity to comment

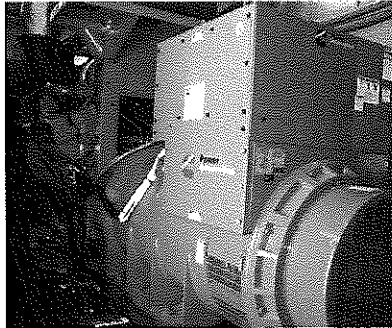
Department Directors and Financial Managers — keep an eye on your e-mail inbox. The DAS Customer Councils are about to begin the rate-setting process for utility services provided by DAS. Proposed rates will be sent to you and posted on the DAS website by June 30. The 30-day comment period ends July 31, and the Customer Councils will set the final rates during their August meetings.



## Energy Update Project on the Complex

Humming along on the south side of the Capitol Complex is a building few state employees probably give much thought — the Central Utilities & Energy Plant. All employees on the Complex, however, are significantly affected by the operations that go on there — heating and cooling of the buildings, fire alarm monitoring, and energy generation. Recent improvements to this facility will increase efficiency and save money, all while making the plant's operations even less noticeable to its customers.

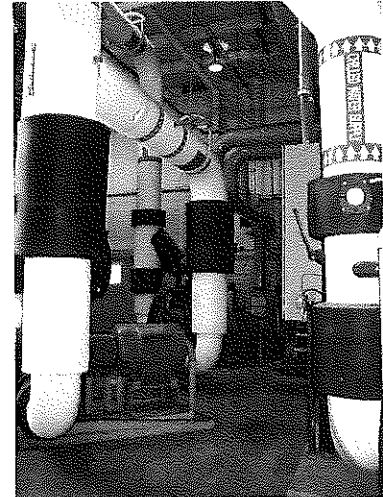
One improvement is the installation of additional generators at the plant. When they are all in place they will be capable of producing 10 megawatts of energy — enough to run a good-sized city. Also, the Complex used to be wired with lines of primary and secondary radial feeds (coming from a common center, like the spokes of a bicycle wheel). The



One of the Complex's new generators

problem with that was that if there was a break in the line, anything after it would be cut off from power. The new system will be a loop feed, so if one side loses power, a building can still be fed from the other side. (Think of the new Christmas lights where you can remove one bulb but the rest stay lit.) You may have noticed holes being dug and large green boxes around the Complex — these are part of this new system. These generators will be able to be up and loaded in 10 seconds when needed in an emergency, minimizing the effect on Complex systems and customers.

The Utilities & Energy Plant also has two new pumps for the chillers, which use cold water to cool the air that is pumped through the air conditioning system. The new pumps allow operators to throttle the motors back and control how the water



Inside the Central Utilities & Energy Plant

is chilled better. The hot and cold air is carried to all buildings through pipes in the tunnel system, which starts at the Plant.

There are many other projects happening on the Capitol Complex, keeping the Plant's 10 engineers, one plumber and one automation technician very busy! DAS will continue to look for ways to improve services for customers.

## Customers receive ITE Mainframe rebate worth over \$2 Million

DAS is pleased to provide our customers a rebate related to the use of DAS Mainframe services. This rebate, totaling approximately \$2 million, is provided to you for a variety of reasons. With the FY06 mainframe upgrade and associated increase in capacity, there was more utilization of services than anticipated, resulting in more revenue than we had projected. DAS will be rebating marketplace fees collected from you based on your actual consumption during the period July 2005 – February 2006 for these mainframe services.

This rebate will appear on your May eDAS bill and will include the exact amount of your rebate and the details that were used to calculate your consumption of services for this period. We will continue to review mainframe rates to determine potential long-term rate reductions in this area.

Should you have any questions, please contact Gerd Clabaugh, DAS Interim Chief Financial Officer, at 515-281-3008 or [Gerd.Clabaugh@iowa.gov](mailto:Gerd.Clabaugh@iowa.gov).

## DAS Customer Surveys

In March Essman/Research sent surveys to DAS' customers from October–December of 2005. Thank you to all those who took time to respond to the survey and provide us with valuable feedback on our services. The summary of those responses is available online through the DAS website.

DAS is required to conduct quarterly surveys of our customers. Therefore we will be sending out the next survey shortly — again with the assistance of Essman/Research — to those customers who ordered products or services through DAS during January, February or March of 2006.

# Purchasing Team saves the State big money

(Continued from page 1)

from the GSE Customer Council for three fiscal years.

Broken down into numbers by fiscal year, it's easy to see the progress Purchasing is making with vendor rebates:

- In Fiscal Year 2004, DAS Purchasing received \$38,400 in rebates;
- In Fiscal Year 2005, DAS Purchasing received \$300,000 in rebates; and
- For Fiscal Year 2006, DAS Purchasing is on target to meet its goal of receiving \$500,000 in rebates.

Rebates are received from vendors based upon the volume of purchases and do not affect contract prices. The majority of rebates received from technology companies resulted

from counties, schools, cities, and community colleges purchasing computers and related Information Technology equipment from DAS contracts.

DAS Purchasing has been doing more than reducing their utility rate, however. Members of the Purchasing team were also involved in the Kaizen Process with the Department of Corrections, resulting in streamlining DOC's procurement process, making their system more efficient, and saving money and time. Whereas DOC's former system of procuring items involved 118 steps, the Kaizen Process reduced it to 30 steps — a 75% change! For more information on the DOC Kaizen Project, read DOC's Spring '06 newsletter online [here](#).

Purchasing Director Debbie O'Leary and her team have also been intrinsically involved in the Iowa Strategic

Sourcing Initiative, which just had their first big win with renegotiating the State's office supplies contract with OfficeMax, resulting in over 15% in savings, for an estimated impact of \$1,350,000 annually. The new prices are expected to be in effect by May 15, 2006. 'Office Supplies' is the first of many categories being addressed as part of the state-wide Strategic Sourcing Initiative, which is expected to yield significant savings for Iowa.

We are pleased to report this good news to you and look forward to continuing the cooperative, entrepreneurial spirit that has brought about savings and efficiencies in state government. If you have questions concerning this information, please feel free to contact Debbie O'Leary at 281-8384 or via email at [Debbie.OLeary@iowa.gov](mailto:Debbie.OLeary@iowa.gov).

## Notes & Reminders

### DAS/GSE Food Bank Silent Auction

DAS/GSE is once again holding its annual Silent Auction to benefit the Food Bank of Iowa. This year's auction will be held Monday - Thursday, May 15 - 18 on Level A of the Hoover Building.

Some of the items already collected include: a Green Bay Packers autographed football, a one-week and a weekend stay in Mollie Anderson's cabin in Nebraska, an Isabel Bloom statue, jewelry, a wooden rocking horse from Iowa Prison Industries, bath and body gift baskets, gift certificates, and much more. View the complete list of items to be auctioned online at <http://das.gse.iowa.gov/Auction/Auction.html>.

All state employees are invited and encouraged to take part in the silent auction May 15-18. If you have

any questions, please contact Pam Dickey at [Pam.Dickey@iowa.gov](mailto:Pam.Dickey@iowa.gov) or 515-281-6355.

### HRE COO honored

**Nancy Berggren**, COO of the Human Resources Enterprise, has been awarded the 2006 MPA Distinguished Alumnus Award from Drake University's Pi Alpha Alpha, a national honor society formed to recognize and promote excellence in the study and practice of public affairs and administration. Drake University is a 1976 Founding Chapter of Pi Alpha Alpha.

Nancy joins the ranks of recent MPA Distinguished Alumnus Award winners, **Cindy Eisenhauer**, Chief of Staff, Office of the Governor; **Mark Stevens**, Polk County Manager &

Director of the Iowa Events Center Project; **Judy Bradshaw**, Sergeant, Des Moines Police Department; **Mark Reed**, CEO of Make A Wish Foundation; **David Yepsen**, Chief Political Writer, Des Moines Register; **Bill McCarthy**, Chief of Police, City of Des Moines, and **Mike Bascino**, Adjutant General, Iowa National Guard.

Please join us in congratulating Nancy for receiving this honor.

### Conserving Energy on the Complex

Do you have a "Bright Idea" for saving energy on the Capitol Complex? Send it to [energy@iowa.gov](mailto:energy@iowa.gov).

## eDAS wins awards, continued

(Continued from page 1)

Some of the key criteria used in evaluating HPW Excellence Award candidates included clarity of initial objectives and merits, innovation, cultural sensitivity and focus, inclusiveness, synergy and generality.

On March 29, 2006, the National Association of State Chief Administrators (NASCA) announced the individual state winner of their annual 2006 Outstanding Program Award to the Iowa Department of Administrative Services (DAS) for their innovative work in managing the business of state government agencies entitled, *Entrepreneurial Management in Iowa State Government*.

DAS submitted their application which showcased Iowa's new eDAS system. eDAS is the new online billing and service request system of DAS. It is designed to provide customers (other state and local agencies) with an accurate, timely and cohesive online experience. eDAS combines billing data from multiple legacy systems to

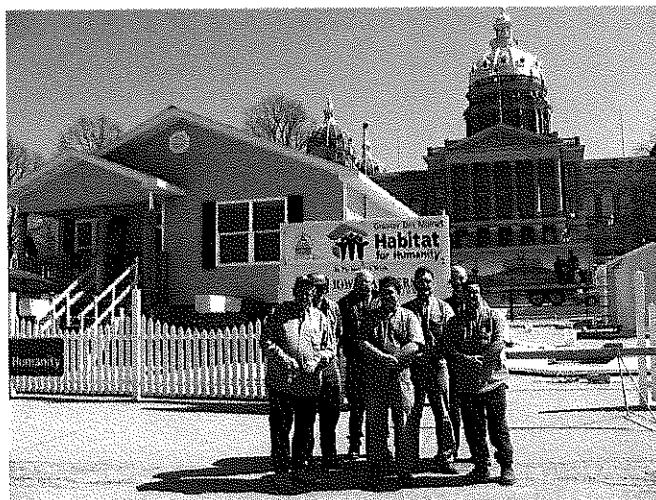
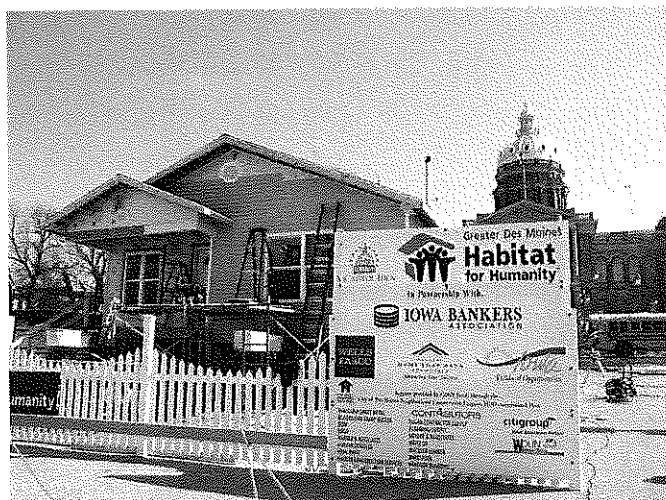
provide customers with one monthly invoice.

"We are honored that DAS has received this award from NASCA," said Governor Vilsack. "It has validated the challenging work state employees were faced with in implementing an entirely new concept to state government — operating their 'business' like an entrepreneur would, taking a customer-focused approach to delivering services in a competitive marketplace. Iowans expect results from state government, and we take that responsibility very seriously."

**"[This award] has validated the challenging work state employees were faced with in implementing an entirely new concept to state government ..."**

**— Governor Tom Vilsack**

## Habitat for Humanity House built on Capitol Complex



During the week of April 3-10, volunteers converged on the parking lots west of the Capitol Building to help Carman Kelly build her home. Habitat for Humanity's "A Capitol Idea" project constructed the house in the week's time, then the house was moved to its permanent location on the East side of Des Moines.

Shown in the photograph on the right are members of DAS' grounds, mechanical and engineering teams standing in front of the completed house. From left to right are: Steve Rush, James Meisch, Randy Howard, James Topf, Tony Ortgies, Jeff Foster and Rob Fulton.

## 2007 Triathlon to be held in Des Moines

Des Moines will join the ranks of leading cities of the world when it hosts the first Hy-Vee ITU World Cup Triathlon on June 17, 2007. Des Moines will be only the fourth U.S. city to host a World Cup elite triathlon since the competition began, joining Honolulu, New York City and St. Petersburg, Florida.

The Des Moines event will be the richest ever on the elite triathlon

circuit, with a total pro purse of more than \$700,000. Hy-Vee will host a concurrent citizens' race – the Hy-Vee Triathlon – for enthusiasts who will compete in age-group and team events. They will be vying for more than \$40,000 in gifts and prizes.

In addition to the record-large purse, the Hy-Vee ITU World Cup Triathlon is also expected to draw top athletes

because it is a qualifying event for both the 2007 World Triathlon Championships in Hamburg, Germany in September 2007, and the 2008 Beijing Summer Olympics.

The events are expected to draw thousands of people from around the world to Iowa's capital city, plus drawing in an even larger audience through telecasts in more than 100 countries around the world.

*Information provided by Hy-Vee. For further details, go to [hy-veetriathlon.com](http://hy-veetriathlon.com).*

## Active Investment Providers offer new investment tools

The active investment providers for the Retirement Investors' Club (also known as the State's deferred compensation program), have various tools to help you determine the best savings plan for your specific retirement needs. Investment education, risk evaluation, retirement calculators, etc. help answer the question "How should I invest my money?" Some newer tools offered are:

ACTIVE PROVIDER	INVESTMENT TOOL	SERVICE PROVIDED
AIG VALIC	Guided Portfolio	professional advice, portfolio management, on-going education
	Account Aggregation	allows you to view online all your financial accounts in one spot
Hartford	Morningstar Guidance Online	guidance on setting your retirement goals & developing your asset allocation
ING	Morningstar Advice Online	research, education, advice on which investments are appropriate and how much to invest in each one
Nationwide	Ibbotson Asset Allocation	assistance with diversifying your investment dollars
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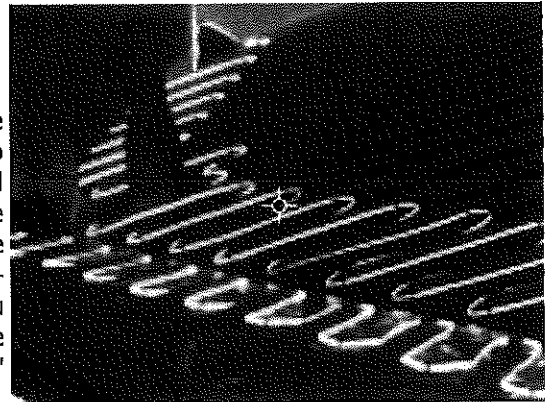
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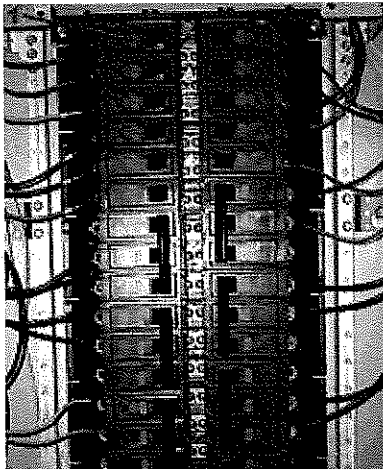
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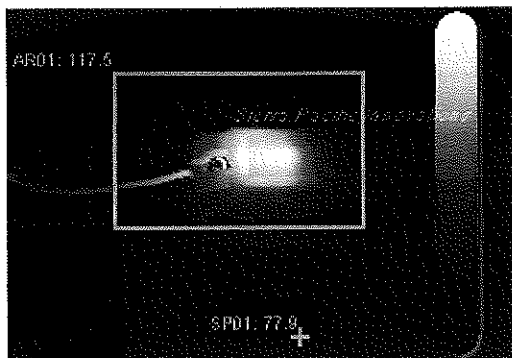


**Capitol roof heat tape system**

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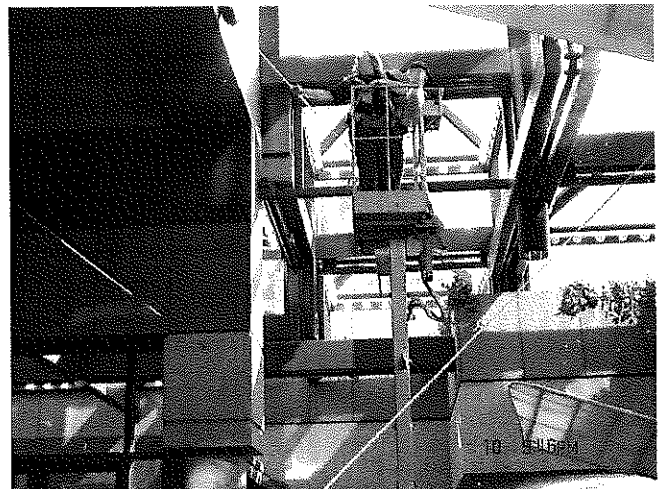


**Breaker panel, without infrared imaging**



**A photo of the same breaker panel, using the new infrared camera**

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May 15-18

Hoover Building, Level A



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Iowa Department of  
Administrative Services

# DAS

# Customer Focus

*A service update newsletter for valued DAS customers*

VOLUME 3 ISSUE 3

MAY/JUNE 2006

## INSIDE THIS ISSUE:

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Rebate** 2

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Spotlight** 7

*Customer Focus* is a bi-monthly update for department management teams from the Department of Administrative Services. For more information, please visit our website at <http://das.iowa.gov/>.

Contact the editor at  
[Laura.Riordan@iowa.gov](mailto:Laura.Riordan@iowa.gov).  
We encourage your feedback.

## Purchasing Team saves the State big money

In our last *Customer Focus* issue we reported on the \$400,000 savings DAS-GSE was able to pass on to our customer agencies for the remainder of FY2006 through rate reductions. There are even more savings to report, however!

Beginning with your January bill you should have noticed a significant reduction in the purchasing utility fee charged to agencies. This change represents a \$300,000 reduction in the fee, and a 50 percent reduction in your bill for the bal-



**The Purchasing Team was honored at DAS' Spring *Over the Top* recognition ceremony for going "above and beyond." From left to right are: Row 1 — Debbie O'Leary, Barbara Sullivan, Pam Dickey, Lois Schmitz, Sharon Downey; Row 2 — Paul Carlson, Nola Penland, Dave Kaili, Ashley Super, Ken Paulsen, Jim Christinger (IDOM—presenter), Randall Stapp, Doug Reed, and Jeanette Chupp.**

ance of FY2006.

This fee reduction was made possible due to a number of factors, including: the aggressive pursuit of vendor rebates, the inclusion of purchases by political subdivisions in the rebate formula, and the ability of DAS Purchasing to hold the line on costs. Purchasing has not requested a fee increase

*(Continued on page 3)*

## eDAS wins awards, national recognition

The Iowa Department of Administrative Services has recently been recognized by two organizations for excellence in enhancing workplace performance and managing the business of state government. Both applications featured the eDAS online program for ordering DAS products and services.

At the April 3-5 Gartner Portals, Content & Collaboration Summit, DAS was one of three agencies nationwide awarded the High-Performance Workplace Excellence award.

The Iowa Department of Administrative Services received the Culture Change Award for effecting significant culture change using technology that dramatically improved their business.

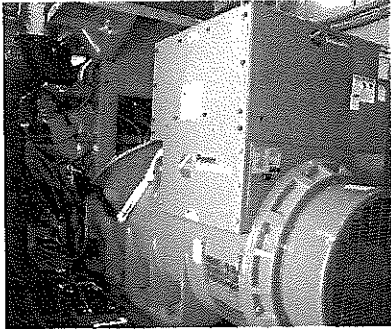
*(Continued on page 4)*

## Rate-Setting Period — opportunity to comment

Department Directors and Financial Managers — keep an eye on your e-mail inbox. The DAS Customer Councils are about to begin the rate-setting process for utility services provided by DAS. Proposed rates will be sent to you and posted on the DAS website by June 30. The 30-day comment period ends July 31, and the Customer Councils will set the final rates during their August meetings.

## Energy Update Project on the Complex

Humming along on the south side of the Capitol Complex is a building few state employees probably give much thought — the Central Utilities & Energy Plant. All employees on the Complex, however, are significantly affected by the operations that go on there — heating and cooling of the buildings, fire alarm monitoring, and energy generation. Recent improvements to this facility will increase efficiency and save money, all while making the plant's operations even less noticeable to its customers.

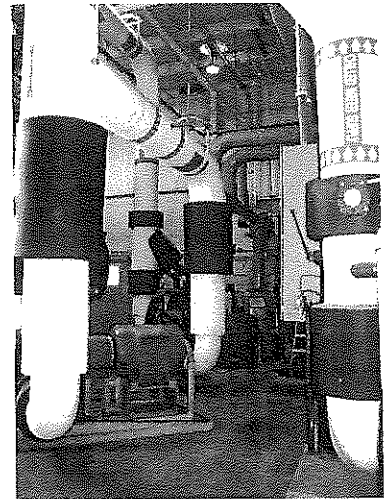


One of the Complex's new generators

One improvement is the installation of additional generators at the plant. When they are all in place they will be capable of producing 10 megawatts of energy — enough to run a good-sized city. Also, the Complex used to be wired with lines of primary and secondary radial feeds (coming from a common center, like the spokes of a bicycle wheel). The

problem with that was that if there was a break in the line, anything after it would be cut off from power. The new system will be a loop feed, so if one side loses power, a building can still be fed from the other side. (Think of the new Christmas lights where you can remove one bulb but the rest stay lit.) You may have noticed holes being dug and large green boxes around the Complex — these are part of this new system. These generators will be able to be up and loaded in 10 seconds when needed in an emergency, minimizing the effect on Complex systems and customers.

The Utilities & Energy Plant also has two new pumps for the chillers, which use cold water to cool the air that is pumped through the air conditioning system. The new pumps allow operators to throttle the motors back and control how the water



Inside the Central Utilities & Energy Plant

is chilled better. The hot and cold air is carried to all buildings through pipes in the tunnel system, which starts at the Plant.

There are many other projects happening on the Capitol Complex, keeping the Plant's 10 engineers, one plumber and one automation technician very busy! DAS will continue to look for ways to improve services for customers.

## Customers receive ITE Mainframe rebate worth over \$2 Million

DAS is pleased to provide our customers a rebate related to the use of DAS Mainframe services. This rebate, totaling approximately \$2 million, is provided to you for a variety of reasons. With the FY06 mainframe upgrade and associated increase in capacity, there was more utilization of services than anticipated, resulting in more revenue than we had projected. DAS will be rebating marketplace fees collected from you based on your actual consumption during the period July 2005 – February 2006 for these mainframe services.

This rebate will appear on your May eDAS bill and will include the exact amount of your rebate and the details that were used to calculate your consumption of services for this period. We will continue to review mainframe rates to determine potential long-term rate reductions in this area.

Should you have any questions, please contact Gerd Clabaugh, DAS Interim Chief Financial Officer, at 515-281-3008 or [Gerd.Clabaugh@iowa.gov](mailto:Gerd.Clabaugh@iowa.gov).

## DAS Customer Surveys

In March Essman/Research sent surveys to DAS' customers from October–December of 2005. Thank you to all those who took time to respond to the survey and provide us with valuable feedback on our services. The summary of those responses is available [online](#) through the DAS website.

DAS is required to conduct quarterly surveys of our customers. Therefore we will be sending out the next survey shortly — again with the assistance of Essman/Research — to those customers who ordered products or services through DAS during January, February or March of 2006.



# Purchasing Team saves the State big money

(Continued from page 1)

from the GSE Customer Council for three fiscal years.

Broken down into numbers by fiscal year, it's easy to see the progress Purchasing is making with vendor rebates:

- In Fiscal Year 2004, DAS Purchasing received \$38,400 in rebates;
- In Fiscal Year 2005, DAS Purchasing received \$300,000 in rebates; and
- For Fiscal Year 2006, DAS Purchasing is on target to meet its goal of receiving \$500,000 in rebates.

Rebates are received from vendors based upon the volume of purchases and do not affect contract prices. The majority of rebates received from technology companies resulted

from counties, schools, cities, and community colleges purchasing computers and related Information Technology equipment from DAS contracts.

DAS Purchasing has been doing more than reducing their utility rate, however. Members of the Purchasing team were also involved in the Kaizen Process with the Department of Corrections, resulting in streamlining DOC's procurement process, making their system more efficient, and saving money and time. Whereas DOC's former system of procuring items involved 118 steps, the Kaizen Process reduced it to 30 steps — a 75% change! For more information on the DOC Kaizen Project, read DOC's Spring '06 newsletter online [here](#).

Purchasing Director Debbie O'Leary and her team have also been intrinsically involved in the Iowa Strategic

Sourcing Initiative, which just had their first big win with renegotiating the State's office supplies contract with OfficeMax, resulting in over 15% in savings, for an estimated impact of \$1,350,000 annually. The new prices are expected to be in effect by May 15, 2006. 'Office Supplies' is the first of many categories being addressed as part of the state-wide Strategic Sourcing Initiative, which is expected to yield significant savings for Iowa.

We are pleased to report this good news to you and look forward to continuing the cooperative, entrepreneurial spirit that has brought about savings and efficiencies in state government. If you have questions concerning this information, please feel free to contact Debbie O'Leary at 281-8384 or via email at [Debbie.Oleary@iowa.gov](mailto:Debbie.Oleary@iowa.gov).

## Notes & Reminders

### DAS/GSE Food Bank Silent Auction

DAS/GSE is once again holding its annual Silent Auction to benefit the Food Bank of Iowa. This year's auction will be held Monday - Thursday, May 15 - 18 on Level A of the Hoover Building.

Some of the items already collected include: a Green Bay Packers autographed football, a one-week and a weekend stay in Mollie Anderson's cabin in Nebraska, an Isabel Bloom statue, jewelry, a wooden rocking horse from Iowa Prison Industries, bath and body gift baskets, gift certificates, and much more. View the complete list of items to be auctioned online at <http://das.gse.iowa.gov/Auction/Auction.html>.

All state employees are invited and encouraged to take part in the silent auction May 15-18. If you have

any questions, please contact Pam Dickey at [Pam.Dickey@iowa.gov](mailto:Pam.Dickey@iowa.gov) or 515-281-6355.

### HRE COO honored

**Nancy Berggren**, COO of the Human Resources Enterprise, has been awarded the 2006 MPA Distinguished Alumnus Award from Drake University's Pi Alpha Alpha, a national honor society formed to recognize and promote excellence in the study and practice of public affairs and administration. Drake University is a 1976 Founding Chapter of Pi Alpha Alpha.

Nancy joins the ranks of recent MPA Distinguished Alumnus Award winners, **Cindy Eisenhauer**, Chief of Staff, Office of the Governor; **Mark Stevens**, Polk County Manager &

Director of the Iowa Events Center Project; **Judy Bradshaw**, Sergeant, Des Moines Police Department; **Mark Reed**, CEO of Make A Wish Foundation; **David Yepsen**, Chief Political Writer, Des Moines Register; **Bill McCarthy**, Chief of Police, City of Des Moines, and **Mike Bascino**, Adjutant General, Iowa National Guard.

Please join us in congratulating Nancy for receiving this honor.

### Conserving Energy on the Complex

Do you have a "Bright Idea" for saving energy on the Capitol Complex? Send it to [energy@iowa.gov](mailto:energy@iowa.gov).

## eDAS wins awards, continued

(Continued from page 1)

Some of the key criteria used in evaluating HPW Excellence Award candidates included clarity of initial objectives and merits, innovation, cultural sensitivity and focus, inclusiveness, synergy and generality.

On March 29, 2006, the National Association of State Chief Administrators (NASCA) announced the individual state winner of their annual 2006 Outstanding Program Award to the Iowa Department of Administrative Services (DAS) for their innovative work in managing the business of state government agencies entitled, *Entrepreneurial Management in Iowa State Government*.

DAS submitted their application which showcased Iowa's new eDAS system. eDAS is the new online billing and service request system of DAS. It is designed to provide customers (other state and local agencies) with an accurate, timely and cohesive online experience. eDAS combines billing data from multiple legacy systems to

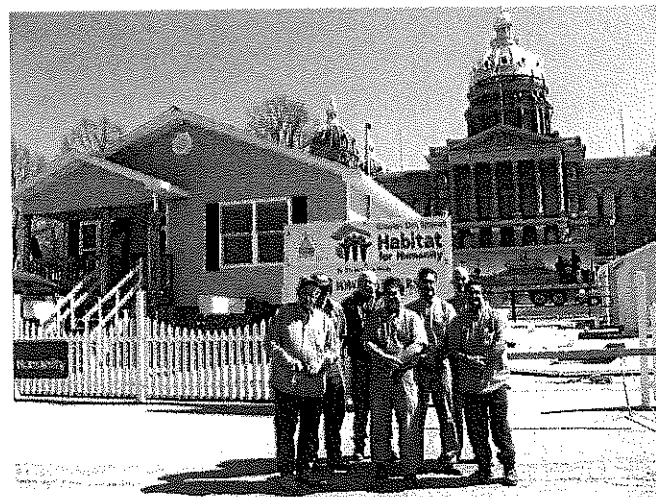
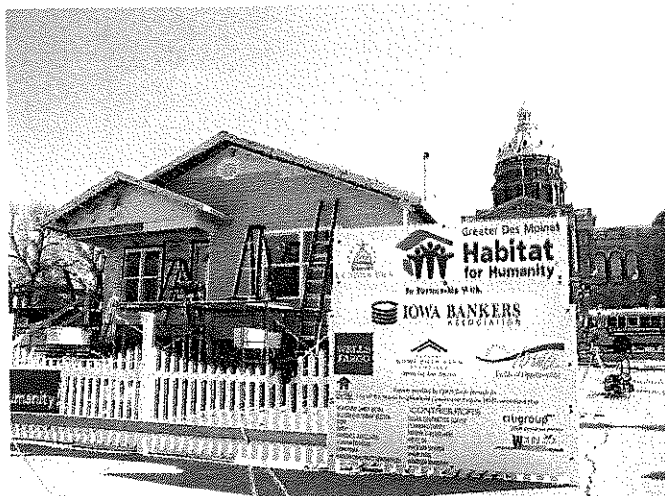
**"[This award] has validated the challenging work state employees were faced with in implementing an entirely new concept to state government ..."**

**— Governor Tom Vilsack**

provide customers with one monthly invoice.

"We are honored that DAS has received this award from NASCA," said Governor Vilsack. "It has validated the challenging work state employees were faced with in implementing an entirely new concept to state government — operating their 'business' like an entrepreneur would, taking a customer-focused approach to delivering services in a competitive marketplace. Iowans expect results from state government, and we take that responsibility very seriously."

## Habitat for Humanity House built on Capitol Complex



During the week of April 3-10, volunteers converged on the parking lots west of the Capitol Building to help Carman Kelly build her home. Habitat for Humanity's "A Capitol Idea" project constructed the house in the week's time, then the house was moved to its permanent location on the East side of Des Moines.

Shown in the photograph on the right are members of DAS' grounds, mechanical and engineering teams standing in front of the completed house. From left to right are: Steve Rush, James Meisch, Randy Howard, James Topf, Tony Ortgies, Jeff Foster and Rob Fulton.

## 2007 Triathlon to be held in Des Moines

Des Moines will join the ranks of leading cities of the world when it hosts the first Hy-Vee ITU World Cup Triathlon on June 17, 2007. Des Moines will be only the fourth U.S. city to host a World Cup elite triathlon since the competition began, joining Honolulu, New York City and St. Petersburg, Florida.

The Des Moines event will be the richest ever on the elite triathlon

circuit, with a total pro purse of more than \$700,000. Hy-Vee will host a concurrent citizens' race – the Hy-Vee Triathlon – for enthusiasts who will compete in age-group and team events. They will be vying for more than \$40,000 in gifts and prizes.

In addition to the record-large purse, the Hy-Vee ITU World Cup Triathlon is also expected to draw top athletes

because it is a qualifying event for both the 2007 World Triathlon Championships in Hamburg, Germany in September 2007, and the 2008 Beijing Summer Olympics.

The events are expected to draw thousands of people from around the world to Iowa's capital city, plus drawing in an even larger audience through telecasts in more than 100 countries around the world.

*Information provided by Hy-Vee. For further details, go to [hy-veetriathlon.com](http://hy-veetriathlon.com).*

## Active Investment Providers offer new investment tools

The active investment providers for the Retirement Investors' Club (also known as the State's deferred compensation program), have various tools to help you determine the best savings plan for your specific retirement needs. Investment education, risk evaluation, retirement calculators, etc. help answer the question "How should I invest my money?" Some newer tools offered are:

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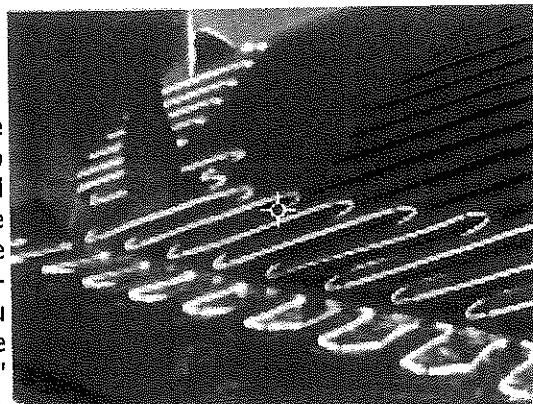
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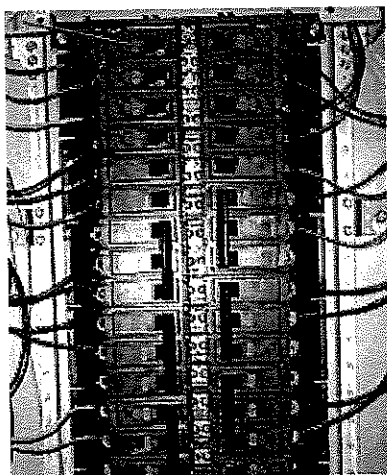
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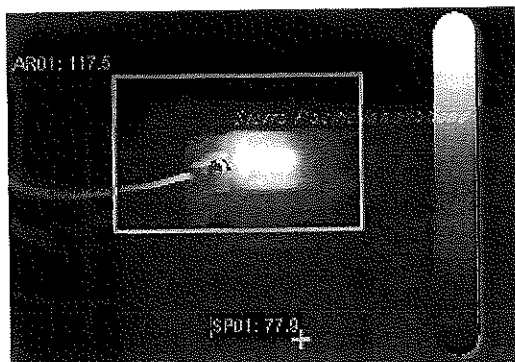


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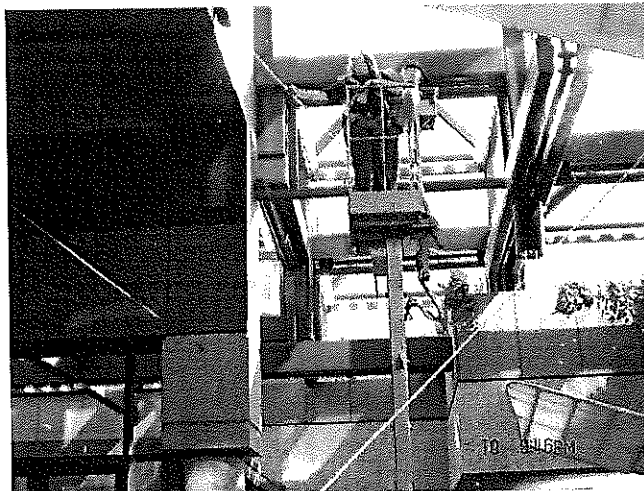


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May 15-18

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##### Customer Service

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##### Diversity & Cultural Competence

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Managing Generational Differences at Work

##### Government & Law

Citizen's Aide / Ombudsman  
Open Records / Public Meetings

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Business and Organizational Ethics  
Dimensions of Leadership

##### Self Development

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The Effective Facilitator  
Time Mastery

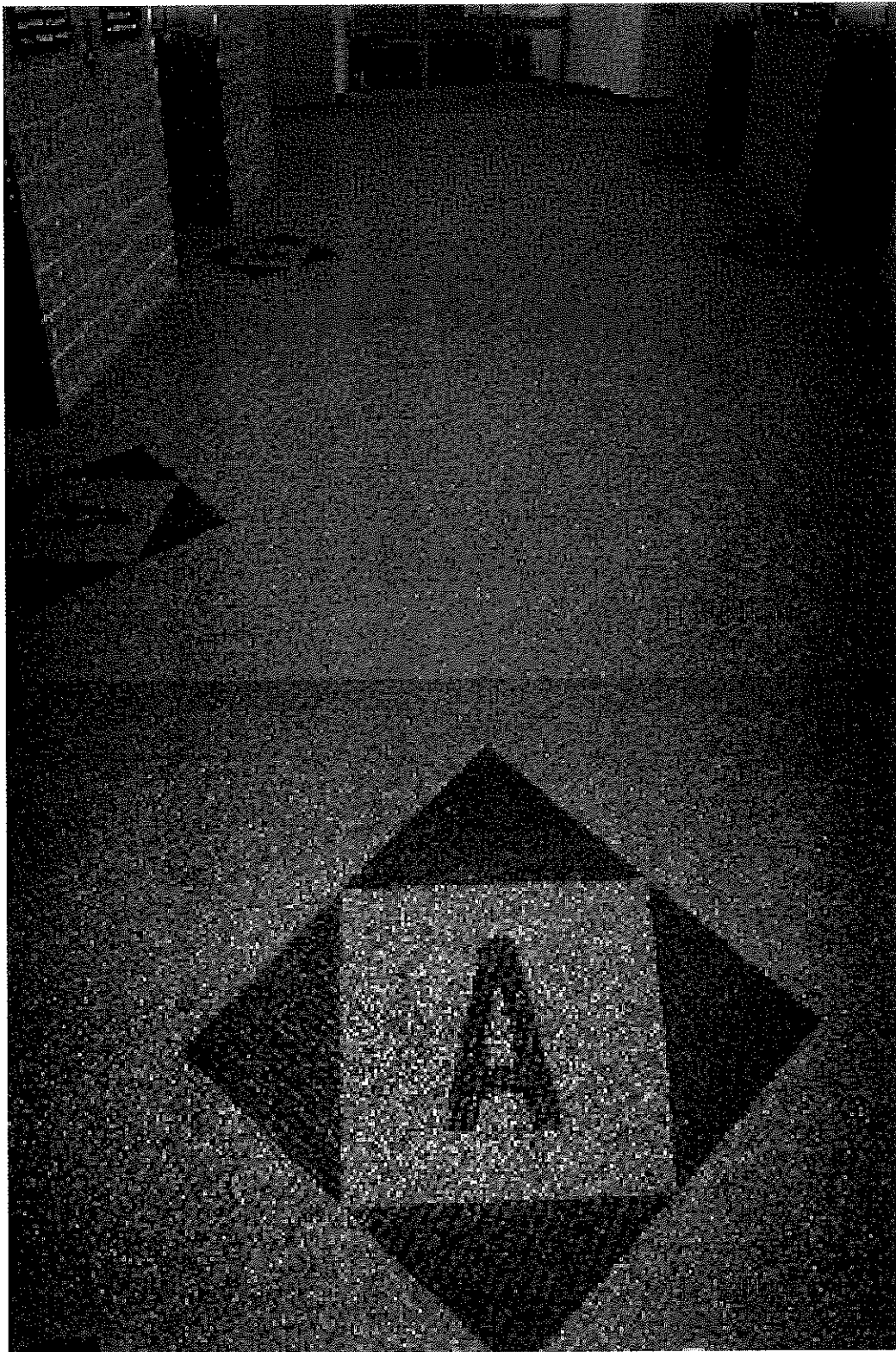
##### Team Development

Dimensions of Behavior

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## DEPARTMENT OF ADMINISTRATIVE SERVICES

PETITION BY:	)	
W. Charles Smithson, Chair	)	
General Services Customer Council,	)	PETITION for PARTIAL
For and on behalf of the Council,	)	WAIVER of a SUBRULE for
FOR THE PARTIAL WAIVER OF	)	FY07 OFFICE/STORAGE RATE
SUBRULE 11—10.7(3) "Rate Setting."	)	

COMES NOW, on May 16, 2006, W. Charles Smithson (Petitioner), Chair of the General Services Enterprise Customer Council (Council), and for and on behalf of the Council files this Petition for Partial Waiver of a Subrule for FY07 Office/Storage Rate as follows:

1. Petitioner files this petition pursuant to rule 11—9.5 for the purpose of requesting the Department of Administrative Services (DAS) to grant a partial waiver of subrule 11—10.7(3) "Rate setting." That subrule states the following:

"The customer council shall approve the procedure for setting rates for the services that the customer council oversees and the resulting rates. Rates shall be established no later than September 1 of the year preceding the rate change."

2. This petition seeks a waiver of the second sentence of the subrule: "Rates shall be established no later than September 1 of the year preceding the rate change." This petition does not speak to the other sentence in the subrule.

3. The specific scope of the waiver sought is for DAS to waive the September 1 deadline as pertaining to the distinction between the rates for office space versus storage space. The Council proposes doing away with the separate (and reduced) rate for storage space that exceeds 1,000 square feet.

4. The duration of this waiver would be for FY07 upon any final action by the Council concerning same.<sup>1</sup>

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<sup>1</sup> The Council directed that a 30-day comment period be instituted and that the Council would take final action on this issue pending review of any submitted comments.

5. The following facts are based on clear and convincing evidence and are offered in support of this petition pursuant to rule 11—9.4:

a. The application of the subrule would post an undue hardship on DAS, the Council, and the customers as the current office/storage space distinction is confusing.

b. Petitioner is aware that some customers may have a legal right be substantially harmed if the waiver is granted. This harm would be in the form of a higher association fee for FY07. Thus, the Council imposed a 30-day comment period and will review this issue upon conclusion of the same.

c. Petitioner is unaware of the provisions of the subrule in question being based on any specific statutory mandate or other provision of law.

d. The equal protection of public health, safety, and welfare does not seem to be at issue with this petition or the underlying subrule.

e. The public interest, policies, and legislative intent support waiver of the rule.

6. The history of the Petitioner, the Council, and DAS concerning the setting of rates has existed for three years.

7. Previous waivers of this subrule have been granted.

8. Petitioner does not believe that any other public agency or political subdivision regulates the activity in question. Concerning the name, address, and telephone number of any public agency affected by the granting of this petition, the Petitioner offers the name, address, and telephone number of the executive or administrative head of every agency of state government that pays the association fee. This information is published in the "Iowa State Government Metro Telephone Directory."

9. Concerning the name, address, and telephone number of any person who would be adversely affected by the granting of this petition, Petitioner offers the list of affected agencies




that was submitted at the May 12, 2006 Council meeting. Petitioner then offers the name, address, and telephone number of the executive or administrative head of every agency of state government that pays the association fee. This information is published in the "Iowa State Government Metro Telephone Directory."

10. Concerning the name, address, and telephone number of any person with knowledge of the relevant facts relating the proposed waiver the Petition offers the name, address, and telephone number of each member of the Council, each official and employee of DAS who attends or otherwise has knowledge of the workings of the Council, and each director or administrative head of the agencies that pays the association fee. These names, addresses, and telephone numbers may be located in the "Iowa State Government Metro Telephone Directory."

11. By signing this document the Petitioner attests that the facts set out in this petition are accurate to the best of his knowledge and belief. In addition, the undersigned believes this petition contains a statement of reasons that justify the waiver being granted. Finally, by directing the filing of this petition, the Council and the Petitioner hereby give authorization to release information to DAS relevant to the waiver.

**WHEREFORE**, the Petitioner requests that the Department of Administrative Services grants a partial waiver of subrule 11—10.7(3) for the reasons set out in this petition.

Respectfully submitted,

  
W. Charles Smithson, Chair  
General Services Customer Council  
510 E. 12<sup>th</sup> Street, Suite 1A  
Des Moines, Iowa 50319  
(515) 281-3489  
(515) 281-3701 (fax)  
Charlie.Smithson@iowa.gov

**CERTIFICATE OF SERVICE**

The undersigned does hereby certify that this Petition for Partial Waiver of a Subrule for FY07 Office/Storage Rate was served by email on May 16, 2006, to:

Patricia Lantz  
DAS Counsel

W. Charles Smithson  
W. Charles Smithson

## DEPARTMENT OF ADMINISTRATIVE SERVICES

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<b>PETITION BY:</b>	)	
<b>W. Charles Smithson, Chair</b>	)	
<b>General Services Customer Council,</b>	)	<b>PETITION for PARTIAL</b>
<b>For and on behalf of the Council,</b>	)	<b>WAIVER of a SUBRULE for FY07</b>
<b>FOR THE PARTIAL WAIVER OF</b>	)	<b>PURCHASING UTILITY RATE</b>
<b>SUBRULE 11—10.7(3) “Rate Setting.”</b>	)	

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**COMES NOW**, on May 16, 2006, W. Charles Smithson (Petitioner), Chair of the General Services Enterprise Customer Council (Council), and for and on behalf of the Council files this Petition for Partial Waiver of a Subrule for FY07 Purchasing Utility Rate as follows:

1. Petitioner files this petition pursuant to rule 11—9.5 for the purpose of requesting the Department of Administrative Services (DAS) to grant a partial waiver of subrule 11—10.7(3) “Rate setting.” That subrule states the following:

“The customer council shall approve the procedure for setting rates for the services that the customer council oversees and the resulting rates. Rates shall be established no later than September 1 of the year preceding the rate change.”

2. This petition seeks a waiver of the second sentence of the subrule: “Rates shall be established no later than September 1 of the year preceding the rate change.” This petition does not speak to the other sentence in the subrule.

3. The specific scope of the waiver sought is for DAS to waive the September 1 deadline and permit the Council to reduce the FY07 purchasing portion of the utility fee as proposed to, and adopted by, the Council at the May 12, 2006 Council meeting.

4. The FY07 purchasing portion of the utility fee was previously set by the Council. Due to rebated funds based on contractual purchases, DAS proposes to reduce the FY07 purchasing portion of the utility fee by the amount announced at the May 12, 2006 Council meeting.

5. The duration of this waiver would apply from the May 12, 2006 Council meeting through the first 6 months of FY07.<sup>1</sup>

6. The following facts are based on clear and convincing evidence and are offered in support of this petition pursuant to rule 11—9.4:

a. The application of the subrule would post an undue hardship on DAS, the Council, and the Customers as this issue has been voted on, announced, and possibly implemented.

b. Petitioner is unaware of any person who might have a legal right be substantially harmed if the waiver is granted.

c. Petitioner is unaware of the provisions of the subrule in question being based on any specific statutory mandate or other provision of law.

d. The equal protection of public health, safety, and welfare does not seem to be at issue with this petition or the underlying subrule.

e. The public interest, policies, and legislative intent support waiver of the rule.

7. The history of the Petitioner, the Council, and DAS concerning the setting of rates has existed for three years.

8. Previous waivers of this subrule have been granted.

9. Petitioner does not believe that any other public agency or political subdivision regulates the activity in question. Concerning the name, address, and telephone number of any public agency affected by the granting of this petition, the Petitioner offers the name, address, and telephone number of the executive or administrative head of every agency of state government that pays the purchasing utility fee. This information is published in the "Iowa State Government Metro Telephone Directory."

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<sup>1</sup> The Council did not apply the 30-day comment period as this issue does not have a negative impact on the entities represented by the Council. The Council and DAS agreed to review the rate at the end of the first 6 months of FY07.

10. Concerning the name, address, and telephone number of any person who would be adversely affected by the granting of this petition, Petitioner believes that no such person would be adversely affected by the granting of this petition and thus offers no additional information.

11. Concerning the name, address, and telephone number of any person with knowledge of the relevant facts relating the proposed waiver the Petition offers the name, address, and telephone number of each member of the Council, each official and employee of DAS who attends or otherwise has knowledge of the workings of the Council, and each director or administrative head of the agencies that pays the purchasing utility fee. These names, addresses, and telephone numbers may be located in the "Iowa State Government Metro Telephone Directory."

12. By signing this document the Petitioner attests that the facts set out in this petition are accurate to the best of his knowledge and belief. In addition, the undersigned believes this petition contains a statement of reasons that justify the waiver being granted. Finally, by directing the filing of this petition, the Council and the Petitioner hereby give authorization to release information to DAS relevant to the waiver.

**WHEREFORE**, the Petitioner requests that the Department of Administrative Services grants a partial waiver of subrule 11—10.7(3).

Respectfully submitted,

W. Charles Smithson

W. Charles Smithson, Chair  
General Services Customer Council  
510 E. 12<sup>th</sup> Street, Suite 1A  
Des Moines, Iowa 50319  
(515) 281-3489  
(515) 281-3701 (fax)  
Charlie.Smithson@iowa.gov

**CERTIFICATE OF SERVICE**

The undersigned does hereby certify that this Petition for Partial Waiver of a Subrule for FY07 Purchasing Utility Rate was served via email on May 16, 2006, to:

Patricia Lantz  
DAS Counsel

  
W. Charles Smithson



**Request for Waiver by:**

**Waiver Request Nos. GSECC 7 and 8**

**General Services Customer Council**

The Department of Administrative Services (DAS) is governed by Iowa Code chapter 8A, and section 11 of the Iowa Administrative Code. Four customer councils have been formed to determine rates for utility services supplied by DAS. The administrative rules found at 11 Iowa Administrative Code 10 set the framework for the rate-setting process.

On May 16, 2006, the General Services Customer Council filed two petitions for waiver of the administrative subrule which requires that "[r]ates shall be established no later than September 1 of the year preceding the rate change." See, 11 IAC 10.7(3).

The petitions address utility fees for FY07: purchasing and association fees. The purchasing fees will be reduced; the association fees will change (increase or decrease, depending on the agency/department) due to the increase in rates for storage space that exceeds 1,000 square feet. The Council voted to file the petitions so that the purchasing fees could be changed and implemented July 1, 2006, and so that the Customer Council could take final action on the FY07 rates pending agency and department comments concerning the changes in association fees.

In accordance with 11 IAC 9.4, and in support of the petitions requesting waiver of the September 1 deadline for rate setting, the Council submits that application of the subrule would post an undue hardship on DAS Customers as the FY07 purchasing rates do not reflect actual DAS budget expenses, and, the dual rates for office and certain storage space is confusing and hard to calculate.

Further, the Council submits that it is unaware of any person who might have a legal right be substantially harmed if the waiver is granted and unaware of the provisions of the subrule in question being based on any specific statutory mandate or other provision of law.

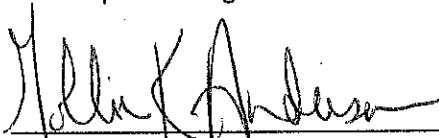
Finally, there appears to be no issue regarding the equal protection of public health, safety, and welfare, and the public interest, policies, and legislative intent would support waiver of the rule.

**RULING ON PETITIONS**

The Director has reviewed and given full consideration to the Petitions for Waiver requesting waiver of the applicable administrative subrule which sets out the September 1 deadline for rate setting and grants both petitions based on these determinations:

1. The application of the rule would pose an undue hardship on the entities which pay for the purchasing and association fees, as rates for purchasing should be lowered, and the current rate structure for storage and office space is confusing and hard to apply to billings and payments;
2. The waiver of the rule does not prejudice the substantial rights of any person, as the purchasing rates are being reduced, and the combining of the office and storage space fees in some instances will provide ease in understanding and calculating rates for customers;

3. It has not been determined, nor does the undersigned believe that the provision of the rule subject to the petitions for wavier is not specifically mandated by statute or any provision of law; and,
4. Substantially equal protection of public health, safety, and welfare will be afforded by a means other than that prescribed in the particular rule for which the waiver is requested, considering the scope and nature of the services provided.
5. It is believed that all persons with knowledge of the relevant facts of the proposed waiver have been identified.
6. The Department will allow for a 30-day comment period and final action by the GSE Customer Council prior to implementation of the association utility rates, but not the purchasing rate decrease.

 5.31.06

Mollie K. Anderson  
Director  
Iowa Department of Administrative Services  
Level A  
Hoover State Office Building  
Des Moines, Iowa 50319

Copy to:

General Services Customer Council